



# National Center for Advanced Materials Performance

## Document Number: NSP 110 Operating Procedures and Bylaws for NCAMP Regulatory Governing Board (RGB)

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**Acronyms**

MAB	Manufacturers Advisory Board.
PRT	Performance Review Team
RGB	Regulatory Governing Board
SAB	Suppliers Advisory Board
CMH-17	Composite Materials Handbook 17 (formerly MIL-HDBK-17)

## Preface

The National Center for Advanced Materials Performance (NCAMP) develops and maintains an aerospace industry-shared composite material property database along with their material and process specifications. The NCAMP shared material property database contains material property data of common usefulness to a wide range of aerospace projects. The intent of NCAMP is to promote the publication of data for advanced composite materials which may be used in the design and certification of aircraft structure. However, it is not anticipated that the data provided will fulfill all the design needs of every project. Each user will need to assess the data available against the specific properties, environments, laminate architecture, and loading situations of their individual projects. In most structural applications, additional testing will be required.

The composites industry is guided by Composite Materials Handbook 17 or CMH-17 (formerly known as MIL-HDBK-17). While some users regard CMH-17 as the equivalent of the metals industry standards organization, MMPDS (formerly known as MIL-HDBK-5), MMPDS remains the only U.S. government-recognized public source of published design-allowable properties for commercial and military aircraft structures and mechanically fastened joints. The composite material allowables published in revision F and earlier CMH-17 generally are not accepted by the FAA, NASA, or the U.S. Department of Defense (DoD) for aircraft certification and airworthiness without additional substantiating evidence. NCAMP, in partnership with the FAA and CMH-17, began the effort of changing this in 2005. As a result, NCAMP developed its Standard Operating Procedures (document: NSP 100) to describe procedures for material property data acquisition, material qualification, material allowable generation, and material equivalency processes. The procedures described in NSP 100 are intended to generate data and specifications for advanced composite materials which may be used in the design and certification of aircraft structure. In addition, *Complete Documentation* sections have been created in CMH-17 revision G for datasets designed to meet the rigors of U.S. government certification requirements. The NCAMP's material property data acquisition process is designed to generate basic material property data with sufficient pedigree and control for submission to the *Complete Documentation* sections.

The NCAMP organization, as described in NSP 100 and shown in Figure 1 below, consists of Manufacturers Advisory Board (MAB), Performance Review Team (PRT), Suppliers Advisory Board (SAB), and Regulatory Governing Board (RGB).

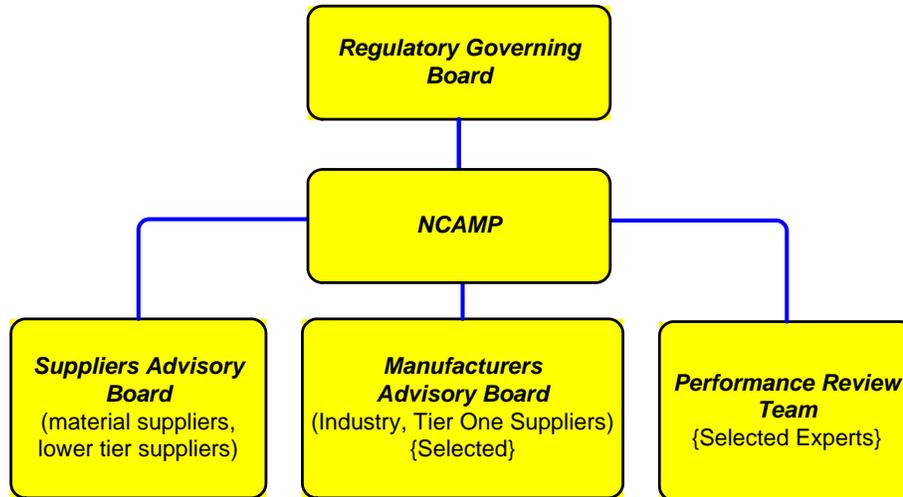


Figure 1. NCAMP Organizational Structure

The Regulatory Governing Board consists of individuals from the U.S. Air Force, Army, FAA, NASA, and Navy. RGB's primary role is to oversee the NCAMP procedures such as NSP 100 to ensure design data generated meet regulatory requirements. RGB also oversees NCAMP activities to ensure competence and performance in meeting industry needs. When necessary, RGB may establish guidelines for specific one-time only NCAMP activities; such material selection process for a specific need or application.

This document represents the first attempt to define formal operating procedures and bylaws for the RGB. It is a working document that will be revised as more effective procedures are created. Although RGB is currently an NCAMP board, it is envisioned that this board will be merged with CMH-17 leadership in the future as part of the ongoing CMH-17/NCAMP harmonization process.

## ARTICLE I NAME, PURPOSE AND GOALS

### Section 1. Name

The name of this organization shall be **Regulatory Governing Board (RGB)**.

### Section 2. Purpose

The purpose of the document is to provide consistent approach and procedures for the **Regulatory Governing Board (RGB)**.

### Section 3. Scope of Activities

1. Provide a means for interaction, discussion of common issues, and problem solving among participating government agencies.
2. Consolidate the common interests of participating government agencies related to advanced composite material allowables and specifications.

3. Develop the framework and, if necessary, provide resources to ensure successful execution of projects that serve government interests.
4. Oversee NCAMP Standard Operating Procedures (NSP 100) to ensure generation and maintenance of reliable material allowables database and specifications.
5. Provide guidance and oversight to NCAMP for the development of analysis methods, material property data, and design data in partnership with CMH-17.

## **ARTICLE II MEMBERSHIP**

### **Section 1. General RGB Qualifications**

1. Every current government employee is permitted to become an RGB member.
2. Former and retired government employees may become RGB members only if no potential conflict of interest exists (e.g. the person is not consulting for a company that may benefit from the decisions made in RGB).
3. RGB members shall represent government agencies' interests in the development or support of composite material allowables and specifications.

### **Section 2. Application for RGB Membership**

Application for RGB membership must be coordinated through the NCAMP staff. There is no fee or dues to become an RGB member. The list of current RGB members is maintained by NCAMP.

### **Section 3. Benefits and Responsibilities**

1. All RGB members will have access to the NCAMP Portal and free electronic copies of all un-restricted NCAMP publications.
2. RGB members are encouraged to participate in all NCAMP activities such as technical discussions and propose agenda items

## **ARTICLE III GOVERNANCE**

RGB meetings will provide a forum for the introduction, discussion and possible assignment of action for pertinent issues or concerns brought forth by any government agency. Specific agenda items will be assigned to an individual(s) for detailed review and discussion.

### **Section 1. Voting Procedures**

The ballot may be in the form of a webpage, Adobe Acrobat file, or email. Detailed information about the purpose of the ballot must be provided to the voting members. The votes will be considered by Agency Appointed RGB Member and NCAMP staff for the purpose of making a final decision on the matter.

**Section 2. Voting Members**

1. RGB will oversee all procedural documents such as NSP 100 and vote on all changes. For technical matters such as document review and approval, every RGB member will receive a ballot.
2. RGB and the NCAMP Manufacturers Advisory Board (MAB) will participate in material selection process. For material selection matters, every government agency will receive a ballot. The individual government agencies will identify their own representatives to receive and submit the ballot on behalf of the agencies. The representatives are known as Agency Appointed RGB Member.

**Section 3. Waiver Procedures**

When it is in the best interest of NCAMP members, the RGB shall have the right to waiver rules documented herein.

**ARTICLE IV MEETINGS**

RGB meets on as-needed basis; typically, upon request of an RGB member or at the onset of a program when input from various government agencies are needed. Changes and revisions to documents are typically communicated and balloted electronically. At this time, there are no regularly scheduled RGB meetings.

**Section 1. Meeting Procedures**

NCAMP RGB meeting procedures shall be as follows:

1. NCAMP staff will open the meeting with an introductory statement and provide a report of the current NCAMP activities.
2. NCAMP staff will ask for comments on the prior meeting's minutes, if any, and propose their approval of the minutes with amendments, if any.
3. NCAMP staff will review the current status of all open agenda items. New agenda items will be identified.

**Section 2. Item Introduction Procedures**

1. An RGB member may coordinate with NCAMP staff to define a proposed item. This coordination activity can occur outside of RGB meetings. NCAMP staff will be responsible for communicating the proposal to the other RGB members.
2. Alternatively, an item can be proposed at the meeting.

**ARTICLE V APPROVAL AND MODIFICATION OF BYLAWS**

1. The initial approval of these By-Laws will require a review by all RGB members and acceptance by Agency Appointed RGB Member.

2. A vote of the Agency Appointed RGB Member will be taken for any proposed modifications of the By-Laws.